

**Planned Development District Rezoning Application**  
Code of Ordinances Appendix B, Section 786-790 & 1101-1119**Step 1:** Pre-Application meeting with City Staff

Meeting Date: \_\_\_\_\_

Office Use Only

Staff Initials \_\_\_\_\_

**Step 2:** Complete the application below

Application Date: \_\_\_\_\_

*Please print the following information:*

Applicant's Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Alt. Phone: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ E-mail: \_\_\_\_\_

Owner's Name\*: \_\_\_\_\_ Telephone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Alt. Phone: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ E-mail: \_\_\_\_\_

Surveyor/Engineer Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Alt. Phone: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ E-mail: \_\_\_\_\_

Legal Description of Property:

Lots: \_\_\_\_\_ Block: \_\_\_\_\_ Subdivision: \_\_\_\_\_

Current Zoning: \_\_\_\_\_ Proposed Zoning: \_\_\_\_\_

Current Use: \_\_\_\_\_ Proposed Use: \_\_\_\_\_

Purpose of PDD Rezoning Application: \_\_\_\_\_

Office Use Only



The applicant will submit the following information with this application:

A. All required documents on the reverse side of this application

B. Application Fee: (All checks payable to City of Marble Falls)

Number of Acres:

Less than 5 acres \$2,000.00

5 - 10 acres \$2,500.00

10 - 15 acres \$3,500.00

15 - 20 acres \$4,500.00

Over 20 acres \$6,000.00

Amendment \$2,000.00

Fee: \_\_\_\_\_

Total: \_\_\_\_\_

All information on the checklist of this application must be supplied in full at the time of submittal. If information is not submitted in full, the application will cease and all information will be given back to the applicant.

**Owner Statement\*** (if applicant is not owner):

I HEREBY CERTIFY THAT THE APPLICANT LISTED ABOVE IS AN AUTHORIZED AGENT FOR ME IN MATTERS PERTAINING TO THE FILING OF THIS ZONING APPLICATION.

**Applicant's Signature****Owner's Signature (notarized)****Date**STATE OF TEXAS:  
COUNTY OF BURNET:

Before me, the undersigned authority, a Notary Public in and for the State of Texas, on this day personally appeared \_\_\_\_\_, Owner, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purpose and considerations therein expressed.

Given under my hand and seal of office, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Notary Public in and for the State of Texas

My Commission Expires On \_\_\_\_\_

\*If there are multiple property owners participating in the application, please use the "Multiple Owners" supplemental sheet and attach all owner information and signatures.

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## Planned Development District Rezoning Application Checklist

A complete list of all required documents can be found in the City of Marble Falls Code of Ordinances, Appendix B Land use Regulations, Sections 1101-1119 Concept Plan and Site Plan Review Procedure, and Sections 786-790, Planned Development District. A copy of the regulations is available online at [www.ci.marble-falls.tx.us](http://www.ci.marble-falls.tx.us) or by request from the Development Services Department. The city may require additional information or maps if they are necessary to enable the Planning and Zoning Commission to determine whether the change is consistent with the objectives of the adopted Land Use and Zoning regulations and the Comprehensive Plan.

- ☐ **Tax Certificate or deed showing Legal Owner** (with no taxes due)
- ☐ **Plat or Survey:** Copies of the boundary survey limits of the tract including metes and bounds, and each proposed lot, and scale distances with north clearly indicated sealed by a licensed surveyor (survey required if the property is unplatted):
  - ☐ Four (4) copies of the subject area at 18" x 24"
  - ☐ One (1) copy at 11" x 17"
  - ☐ One (1) copy at 8.5" x 11"
  - ☐ One (1) digital copy
- ☐ **Applicant attendance** at Planning and Zoning Commission and City Council meetings
- ☐ **Concept Plan or Site Plan\*** materials as listed in Sections 786-790 and 1102-1114, Appendix B Land Use Regulations, City of Marble Falls Code of Ordinances
- ☐ **Statement:** A statement describing the nature and operating characteristics of the proposed use, including any data pertinent to the findings required for approval of the application. Statement must include the purpose and intent of the PD granted therein. A specific list is required of modifications in each district or districts and general statement citing the reason for the PD request.

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**Staff's Signature**

**Date**

\*Conceptual PDs require Concept Plan approval in conjunction with the granting ordinance and Site Plan approval prior to commencement of each phase of the development in accordance with the Development Standards of the PD Ordinance. Conceptual Planned Development Districts shall be a minimum acreage size of twenty (20) acres or more. A Site Plan may be submitted in lieu of a Concept Plan for Conceptual PDs so long as the Site Plan application contains all of the information required for both Concept Plans and Site Plans. See Section 1109 Site Plan Submission Requirements or talk to City Staff regarding the requirements for a Site Plan Review.

\*Detailed Planned Development District applications are for smaller acreage developments and require approval of a Site Plan at the same time that the PD Ordinance is approved. Detailed Planned Development Districts shall be subject to a minimum acreage size of one (1) acre, or minimum area size of ten thousand (10,000) square foot parcel of land if located within the Downtown Master Plan Boundary.

**Note:**

**In the PD district, uses shall conform to the standards and regulations of the base zoning district to which it is most similar. The base zoning district shall be stated in the granting ordinance. All applications to the City shall list all requested deviations from the standard requirements set forth throughout this Ordinance (applications without this list will be considered incomplete). The Planned Development district shall conform to all other sections of the Ordinance unless specifically excluded in the granting ordinance.**